

# VIRGINIA COMMISSION for the ARTS

## Guidelines for Funding

July 1, 2012 - June 30, 2013

### COMPLAINTS PERTAINING TO CIVIL RIGHTS COMPLIANCE

Any person who believes that a grantee of the Virginia Commission for the Arts is not in compliance with either the Civil Rights Act of 1964, the Americans with Disabilities Act, or Section 504 of the Rehabilitation Act of 1973 may file a written complaint with the Executive Director of the Commission. The letter of complaint should include information about the dates, location, and specific aspects of the grantee's activities that may not be in compliance.

The staff of the Commission will attempt to resolve the matter informally, if possible, by meeting with the grantee and the complainant.

If the staff of the Commission determines that the grantee is in full compliance with civil rights requirements, the Executive Director of the Commission will so inform the grantee and the complainant. If the staff of the Commission determines that the matter cannot be resolved informally, the matter will be brought to the board of the Commission for consideration of suspension or termination of funding.